

## **Minutes of the Personnel Committee**

**Tuesday, March 15, 2011**

Chair Paulson called the meeting to order at 1:00 p.m.

**Present:** Supervisors Duane Paulson (Chair), Gilbert Yerke, Steve Wimmer, and Jim Heinrich. Paul Decker arrived at 1:05 p.m. Pete Gundrum arrived at 1:08 p.m. and left at 2:03 p.m. **Absent:** Kathy Chiaverotti.

**Also Present:** Chief of Staff Mark Mader, Legislative Policy Advisor Sarah Spaeth, WPPA Union Vice President Terry Tesch, Principal Risk Management Analyst Mark Jatczak, Human Resources Manager Jim Richter, Principal Human Resources Analyst Terri Sgarlata-Lutz, Administration Director Norm Cummings, and Legislative Associate Mary Pedersen.

### **Approve Minutes of 1-25-11**

MOTION: Wimmer moved, second by Heinrich to approve the minutes of January 25. Motion carried 4-0.

### **Chair's Executive Committee Report of 3-14-11**

Paulson highlighted the following items from the previous Executive Committee meeting.

- Supervisor Hutton's resolution supporting Governor Walker's budget repair bill failed 3-4. There were several public appearances, all of whom were opposed to the bill/resolution.
- Heard an update on 2010 goals and objectives by UW-Extension staff.
- Approved the various appointments that were included in the last set of County Board referrals.
- Toured the Secure Corridor project.

Decker arrived at 1:06 p.m.

### **Review Correspondence**

Paulson presented information on a Wisconsin Counties Association sponsored educational seminar on March 28 in Stevens Point entitled "Public Employment Change in Wisconsin – What it Means for Counties."

### **Future Agenda Items**

- Review Impact of the Governor's Budget Repair Bill on County Personnel (Yerke)

Gundrum arrived at 1:08 p.m.

### **Year-End Report on Workers Compensation Claims**

Jatczak reviewed his report entitled "Waukesha County Worker's Compensation 2006-2010 Claims History Summary." A total of 110 claims were opened in 2010, 57 remained open at year-end, and the total incurred was \$621,797. Jatczak went on to highlight some of the larger claims that had opened and/or closed. Since 2006, a total of 600 claims have opened, 72 remained open at year-end and the total incurred was \$4,297,007.

MOTION: Yerke moved, second by Wimmer to accept the Year-End Report on Worker's Compensation Claims. Motion carried 6-0.

### **Review Changes to Waukesha County Policy and Procedures**

No concerns were voiced regarding changes to the County's policies and procedures dated December 17, 2010. Said changes relate to the Alcohol and Other Drug Policy, Funeral Leave, Medical Certification Form, Retirement Health Savings Plan, Recruitment and Selection, and Sick Leave.

### **Annual Report on Performance Evaluations and Rewards**

Sgarlata-Lutz distributed copies of "Waukesha County Non-Represented Pay for Performance Compensation" for educational purposes and "Performance Awards Based on 2007, 2008, 2009, and 2010 Performance." Richter gave history and briefly explained the system.

For 2010, Sgarlata-Lutz advised the total possible cost if everyone received the maximum base and non-base awards would have been \$1,062,601. The total actual cost for base and non-base awards was \$581,073. A total of 335 County employees were eligible for base and non-base awards in 2010. The total cost for non-base awards (non-base accumulating) was \$400,103 – 335 employees were eligible and 280 received awards. The total cost for base awards (awards added to base salaries) was \$180,970 – 166 employees were eligible and 154 received awards. Richter went on to review the summaries on performance evaluation ratings and awards for all County employees eligible for the program.

Gundrum left the meeting at 2:03 p.m.

MOTION: Heinrich moved, second by Yerke to accept the Annual Report on Performance Evaluations and Rewards. Motion carried 5-0.

### **State Legislative Update**

Spaeth said the budget repair bill passed the Assembly and the Senate and the Governor is expected to sign it today. The County is still gathering information on the proposed new budget. It does include a number of cuts to shared revenues, youth aids, etc. The budget includes changes for recycling and library funding. Spaeth advised she would be traveling to Madison this afternoon to meet with Wisconsin Counties Association (WCA) and other County lobbyists to go over strategies for the upcoming budget. Spaeth also noted she was in Washington D.C. earlier this week with County Board Chair Dwyer where they met with the Wisconsin delegation to lobby on federal tax intercept for those who have delinquent accounts with the County, and also airport funding.

### **Closed Session**

MOTION: Yerke moved, second by Wimmer to go into closed session at 2:21 p.m. in accordance with Section 19.85 (1)(e) Wis. Stats. for the purpose of discussing collective bargaining issues, and to approve the closed session minutes of previous meeting(s). Motion carried 5-0.

MOTION: Decker moved, second by Wimmer to return to open session at 3:43 p.m. Motion carried 5-0.

MOTION: Wimmer moved, second by Decker to adjourn at 3:43 p.m. Motion carried 5-0.

Respectfully submitted,

Gilbert W. Yerke  
Secretary